

Minutes of the Land Use, Parks and Environment (LUPE) Committee

Tuesday, October 2, 2018

Chair Zimmermann called the meeting to order at 8:30 a.m.

Present: Supervisors Dave Zimmermann, Keith Hammitt, Bill Mitchell, Tom Schellinger, and Chuck Wood. Kathleen Cummings arrived at 8:37 a.m. and Steve Whittow arrived at 8:52 a.m.

Also Present: Legislative Policy Advisor Sarah Spaeth, Register of Deeds James Behrend, Deputy Register of Deeds Beth Zimmermann, Senior Financial Analyst Robert Dunn, Parks and Land Use Director Dale Shaver, Budget Management Specialist Bill Duckwitz, Business Manager Peter Mudek, Land Resources Manager Perry Lindquist, Parks System Manager Steve Brunner, Parks System Manager Rebecca Mattano, Planning and Zoning Manager Jason Fruth, Workforce Development Board Director Laura Catherman, and Senior Financial Budget Analysts Steven Trimborn, Mark Yatchak, and Clara Daniels.

Approve Minutes of September 18, 2018

MOTION: Hammitt moved, second by Mitchell to approve the minutes of September 18. Motion carried 5-0.

Executive Committee Report of October 1, 2018

Zimmermann advised the committee discussed and approved 2019 operating budgets for UW-Extension, the Bridges Federated Library System, and Non-Departmental. They heard a presentation on the public health services audit, a follow-up audit report on mental health billing, and approved the audit scopes for the P-Card and 1099 compliance audits. The committee also approved the resolution to adopt the 2019-2023 Capital Projects plan and heard a report on the Wisconsin Counties Association annual conference.

Future Meeting Date

- October 16, 2018

Discuss and Consider the 2019 Operating Budget for the Register of Deeds

Behrend discussed the proposed 2019 operating budget for the Register of Deeds Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Both revenues and expenditures total \$1,360,309 – a decrease of \$890 or 0.1% from the adopted 2018 budget. The County tax levy line item shows a credit of \$2,064,751 – an increase of \$550. The number of positions remains unchanged at 16.66 full-time equivalent (FTE) positions. No major concerns were voiced.

Cummings arrived at 8:37 a.m. and Whittow arrived at 8:52 a.m.

Dunn and Trimborn said they will clarify the Program Highlights in the Recording Program which had a few errors as printed.

MOTION: Mitchell moved, second by Hammitt to approve the 2019 operating budget for the Register of Deeds. Motion carried 7-0.

Discuss and Consider the 2019 Operating Budget for the Department of Parks and Land Use

Shaver and staff discussed the proposed 2019 operating budget for the Department of Parks and Land Use as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Total all funds, revenues total \$20,582,781 – an increase of \$2,367,031 or 13.0% from the adopted 2018 budget. The County tax levy totals \$7,024,010 – an increase of \$25,000 or 0.4%. Expenditures total \$27,310,146 – an increase of \$2,511,833 or 10.1%. The number of FTE positions decreased 1.78 for a total of 173.15.

Cummings and Whittow expressed concern about the Muskego and Naga-Waukee beaches moving to swim-at-your-own-risk, eliminating the lifeguard program.

MOTION: Wood moved, second by Whittow to approve the 2019 operating budget for the Department of Parks and Land Use. Motion carried 7-0.

MOTION: Mitchell moved, second by Whittow to adjourn at 11:37 a.m. Motion carried 7-0.

Respectfully submitted,

Steve Whittow

Steve Whittow
Secretary